

**EXECUTIVE OFFICE OF THE MAYOR  
OFFICE OF COMMUNITY AFFAIRS  
SERVE DC – THE MAYOR’S OFFICE ON VOLUNTEERISM**

**NOTICE OF FUNDING OPPORTUNITY**

**2015 AmeriCorps State Formula Grant Competition**

NOTICE: ATTENDANCE AT ONE OF THE TECHNICAL ASSISTANCE SESSIONS IS **REQUIRED** IN ORDER TO BE ELIGIBLE TO APPLY FOR THIS GRANT. TECHNICAL ASSISTANCE SESSIONS ARE SCHEDULED MONDAY, APRIL 6, 2015 (FOR CONTINUATION APPLICANTS), MONDAY, APRIL 13, 2015 (IN-PERSON SESSION FOR NEW APPLICANTS), AND MONDAY, APRIL 20, 2015 (CONFERENCE CALL FOR NEW APPLICANTS). PLEASE SEE THE REMAINDER OF THE ANNOUNCEMENT FOR ADDITIONAL DETAILS.

**Summary:**

Serve DC – The Mayor’s Office on Volunteerism announces the availability of AmeriCorps State Formula funding for Fiscal Year 2015 – 2016 to eligible organizations. Subject to the availability of appropriations for Fiscal Year 2015 (FY2015) and release of Application Instructions by the Corporation for National and Community Service (CNCS), new applicants with high-quality proposals will compete nationally with other State and National programs for Formula funds made available through Serve DC and CNCS. The total amount of an applicant’s grant request must not exceed \$13,730 per Member Service Year. Applicants must request no less than five (5) Member Service Years and \$68,650. For Professional Corps, the applicant’s grant request must not exceed \$1,000 per Member Service Year and must request no less than five (5) Member Service Years and \$5,000.

Serve DC asks *new applicants* to submit a concept paper prior to application submission. Concept papers will be reviewed by the Serve DC Commission. Following the Serve DC Commissions initial review of all concept papers, a decision will be made as to which programs Serve DC will ask to submit an application. Applicants who are invited to submit an application will undergo a peer and staff review. Following this review, Serve DC will recommend programs to the federal Corporation for National and Community Service (CNCS) for Formula funding consideration. If rejected at any stage of the application process, applicants will not be eligible to apply for AmeriCorps State funding from Serve DC for one calendar year. Serve DC anticipates notifying Formula awardees by mid-July 2015.

Concept papers should include:

- Executive summary:
  - The [Name of the organization] will have [Number of] AmeriCorps members who will [what the members will be doing] in [the locations the AmeriCorps members will be]. At the end of the 1<sup>st</sup> program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage an additional [number of leveraged volunteers, if applicable] that will be engaged in [what the leveraged volunteers will be doing.] This program will focus on the CNCS focus area of [Focus Area(s)].\* The CNCS investment of \$[amount of request] will be matched with \$[amount of projected

match], \$[amount of local, state, and federal funds] in public funding and \$[amount of non-governmental funds] in private funding.

- What are the proposed member activities?
- Where will proposed activities take place (i.e. service site, neighborhood, city/county, etc.)?
- Who will be recruited to serve (i.e. demographic of AmeriCorps Members)?
- Who will be served (beneficiaries)?
- Who in your organization will be supervising members?
- Please address the capacity of your program to administer the AmeriCorps program.
- What will be the expected outcome(s) of the project (expected accomplishments)?
- How will the proposed changes be measured?

Concept papers will be given priority based on desired focus areas chosen by the Serve DC Commission members (to be released in the Request for Applications in early-April). Commissioners will also give priority to applicants who are not already receiving National Direct AmeriCorps funding.

Additionally, concept papers will be reviewed based on the overall strength of the proposal, the extent to which the proposed program meets an identifiable community need, the capacity of the proposed program to show successful impact in the community, and the identifiable capacity of the applicant to effectively administer an AmeriCorps program, including adherence to programmatic and fiscal requirements.

Please limit concept paper to 2 pages (double spaced) and email concept papers to [yolandam.brown@dc.gov](mailto:yolandam.brown@dc.gov) by **April 30<sup>th</sup>, 2015 at 5pm.**

*Continuation applicants do not need to submit a concept paper. Continuation applicants should follow the continuation application instructions to be released in the Serve DC Request for Applications and submit their application to Serve DC by 5pm on May 11<sup>th</sup>, 2015.*

AmeriCorps is a national service network that provides full- and less than full-time opportunities for participants, called members, to serve their communities and build the capacity of nonprofit organizations to meet local environmental, educational, public safety, homeland security, or other human needs. Within these issue areas, programs may submit proposals that address specific problems of local communities.

On April 21, 2009, President Obama signed the Edward M. Kennedy Serve America Act, the most sweeping expansion of national service in a generation. This landmark law not only expands service opportunities, but also focuses national service on key outcomes; builds the capacity of individuals, nonprofits, and communities to succeed; and encourages innovative approaches to solving problems. In alignment with the Serve America Act, this AmeriCorps State *Notice of Funding Opportunity* will focus AmeriCorps grant making in six Focus Areas identified by the Act:

- Disaster Services
- Economic Opportunity

- Education
- Environmental Stewardship
- Healthy Futures
- Veterans and Military Families

In order to carry out Congress' intent and to maximize the impact of the investment in national service, CNCS and Serve DC are seeking to fund programs that can demonstrate community impact and solve community problems through an evidence-based approach (e.g. performance data, research, theory of change).

Subject to the release of Application Instructions by CNCS, CNCS and Serve DC will give priority consideration to focus areas as outlined in the Request for Application. CNCS and Serve DC will continue to focus on national service programs that improve academic outcomes for children, youth, and young adults. This focus reflects the extensive experience and past success of national service programs in education, and aligns with the efforts of the Department of Education. In addition, CNCS and Serve DC seek to increase its investment in programs that serve veterans and military families or engage veterans in service. CNCS and Serve DC will also focus investment in programs that increase community resiliency through disaster preparation, response, recovery, and mitigation.

Continuation requests for expansion will receive priority consideration and preference in the same manner.

Applicants proposing programs that receive priority consideration are not guaranteed funding. CNCS and Serve DC will pursue a balanced portfolio across the Focus Areas. Furthermore, programs must demonstrate significant program focus, design and impact to receive priority consideration. Applicants are highly encouraged to utilize national performance measures.

### **What types of AmeriCorps grants are available in this competition?**

The types of AmeriCorps grants in this competition are described below. CNCS and Serve DC will not provide more than one grant for the same project in one fiscal year. Also see the AmeriCorps State and National [Fit Finder](http://www.americorps.gov/fitfinder/) to decide which type of grant aligns with the proposed project (<http://www.americorps.gov/fitfinder/>).

**1. Formula:** These grants are awarded to fund a portion of program costs and members' living allowance.

**2. Professional Corps:** These grants are awarded to organizations that propose to operate a Professional Corps program. Professional Corps programs place AmeriCorps members as teachers, health care providers, police officers, engineers, or other professionals in communities where there is a documented shortage of such professionals. Applicants are eligible to apply for funding for a portion of program costs. Professional Corps member salaries are paid entirely by the organizations with which the members serve, and are not included in the budget.

## Match Requirements

**1. Cost Reimbursement Grants (non-fixed-amount):** A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year ten, according to the minimum overall share chart found in 45 CFR 2521.60.

### **Alternative Match**

Under certain circumstances, applicants may qualify to meet alternative matching requirements that increase over the years to 35 percent instead of 50 percent as specified in the regulations at 45 CFR §2521.60(b). To qualify, applicants must demonstrate that the proposed program is either located in a rural county or in a severely economically distressed community as defined in the Application Instructions. Applicants that plan to request an alternative match schedule must submit a request. State programs submit requests for alternative match to the State Commission. State Commissions submit on behalf of their state programs and Multi-State Programs (National Direct) submit their requests to [ACAlternateMatchScheduleRequests@cns.gov](mailto:ACAlternateMatchScheduleRequests@cns.gov).

Section 121(e)(5) of the National Community Service Act requires that programs that use other federal funds as match for an AmeriCorps grant report the amount and source of these funds to CNCS on the Federal Financial Report.

AmeriCorps Funding Year	1, 2, 3	4	5	6	7	8	9	10+
Grantee Share Requirements	24%	26%	30%	34%	38%	42%	46%	50%

### **What are the requirements regarding member living allowance?**

The proposed budget must include a living allowance for a full-time member is between \$12,530 (minimum) and \$25,060 (maximum) per member except as noted below.

For cost-reimbursement grants, this amount must be included in the proposed budget. The living allowance is not required for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must comply with the maximum limits in the chart below.

**Table 1: Minimum and Maximum Living Allowance**

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1700	\$12,530	\$25,060
One-year Half-time	900	n/a	\$13,265
Reduced Half-time	675	n/a	\$9,950
Quarter-time	450	n/a	\$6,635
Minimum-time	300	n/a	\$4,420

**Criteria for Eligible Applicants:** Eligible applicants are local nonprofit organizations and/or state and local units of government. Programs applying to Serve DC for funding *must* operate their program only within the District of Columbia. Organizations that have been convicted of a Federal crime are disqualified from receiving funds. An organization described in Section 501(c)(4) of the Internal Revenue Code, 26 U.S.C. 501(c)(4), that engages in lobbying activities is not eligible to apply, serve as a host site for members, or act in any type of supervisory role in the program. **Individuals are not eligible to apply.**

**New Applicants:** CNCS and Serve DC encourage organizations that have never received funding from CNCS or AmeriCorps to apply for the grants described in this Notice. New organizations should submit applications commensurate with the community need with the understanding that the general practice is to award no more than 50 member slots for new grantees. All eligible applicants must meet all of the applicable requirements contained in the Request for Applications (RFA). The RFA will be available in early April 2015 on Serve DC's website at [www.serve.dc.gov](http://www.serve.dc.gov) or in person at Serve DC's office.

**The deadline for submission for concept papers (for new applicants) is April 30, 2015, by 5:00 pm. For continuation applicants, the deadline for application submission in egrants is May 11<sup>th</sup>, 2015.** Continuation applications must be entered in to the CNCS eGrants online system and all required hard-copy documents must be submitted to Serve DC. Late applications will not be accepted. An application is considered late at 5:01 p.m. *Additionally, all applicants are **required** to attend one of the following technical assistance (TA) sessions:*

*April 6, 2015 from 2:00-2:30 p.m.*

*Conference call*

*Continuation applicants only*

*April 13, 2015 from 5:30-6:30 p.m.*

*Frank D. Reeves Municipal Center, 2000 14th Street, NW, Suite 101, Washington, DC 20009*

*New applicants only*

*April 20, 2015 from 2:00-3:00 p.m.*

*Conference call*

*New applicants only*

*The in-person session on April 13<sup>th</sup> will automatically close at 5:45pm. No exceptions will be made; Conference call information will only be available to those who RSVP.*

For additional information or to RSVP for one of the technical assistance sessions, please contact by telephone or email:

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